

**STAFF MEETING AGENDA  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
THURSDAY, NOVEMBER 13, 2003 - 8:30 A.M.  
COUNTY-CITY BUILDING - ROOM 113**

**AGENDA ITEM**

- 1**                    **APPROVAL OF STAFF MEETING MINUTES FROM THURSDAY, NOVEMBER 6, 2003**
  
- 2**                    **ADDITIONS TO AGENDA**
  
- 3**      **8:30 am**      **RURAL TRANSIT PROGRAM** - June Remington, Lincoln Area Agency on Aging Director; Kit Boesch, Human Services Director
  
- 4**      **9:00 am**      **PAYCHECK INSERT FOR EMPLOYEE ADVISORY TEAM (EAT) BALLOT (Action Required)** - Pat Kant, Personnel Coordinator; Judy Foote, EAT President
  
- 5**      **9:15 am**      **OFFICE FURNITURE FOR THREE OFFICES; COUNTY BOARD ENDORSEMENT FOR NATIONAL INSTITUTE OF CORRECTIONS TRAINING (Action Required); LAPTOP COMPUTER, (See Action Item 9a)** - Kim Etherton, Community Corrections Director
  
- 6**      **9:30 am**      **F<sup>3</sup> TRAVEL ADVANCE REQUESTS (See Action Item 9b)** - Renee Dozier, Deputy F<sup>3</sup> Director
  
- 7**      **9:45 am**      **HOMELAND SECURITY GRANT APPLICATION MEMORANDUM OF UNDERSTANDING (Action Required)** - Doug Ahlberg, Emergency Management Coordinator
  
- 8**      **10:00 am**     **RANDALL TRAVEL MARKETING, INC. TOURISM STUDY** - Jim Fram, Chamber of Commerce President

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### **ACTION ITEMS**

- a. C#2003-401, \$2,458.42 from the Community Corrections Budget for a Dell Inspiron Laptop and Software
- b. Request from F<sup>3</sup> for Cost Advance for Travel (\$134.00 for Kathy Dunning and \$254.00 for Trish Blakely)
- c. Visitors Promotion Committee Recommendations to Update Convention & Visitors Bureau Strategic Plan
- d. Paycheck Insert for Wellness Newsletter (Nov.20, 2003)
- e. Hiring Requests:
  1. Intake Specialist/Juvenile Detention Officer for Assessment Center from Human Services
  2. Building Cleaner for Property Management
  3. Legal Secretary for County Attorney
  4. Administrative Aide I for Emergency Management
  5. On-Call Mental Health Technicians for CMHC Residential Program (Blanket Authority)

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### **CONSENT ITEMS**

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### **ADMINISTRATIVE OFFICER REPORT**

- a. Request for Funding for Sunken Gardens
- b. County Representative for RFP Selection Committee for Architect on Health Department Expansion
- c. General Assistance Pharmacy Update

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### **PENDING**

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### **DISCUSSION OF BOARD MEMBER MEETINGS**

- a. **Public Information Meeting on West Bypass** - Stevens, Schorr
- b. **Monthly Meeting with Mayor** - Heier, Stevens
- c. **Region V Governing Board** - Heier

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### **SCHEDULE OF BOARD MEMBER MEETINGS**

- a. **County Management Team** - Thursday, November 13, 2003 at 7:30 AM at the County-City Building, Room 113 - All Commissioners
- b. **Information Services Policy Committee** - Thursday, November 13, 2003 at 1:00 PM at the County-City Building, Room 106 - Stevens
- c. **Board of Health** - Thursday, November 13, 2003 at 6:30 PM at 3119 O Street - Hudkins
- d. **Douglas, Sarpy, Lancaster Counties Retreat** - Friday, November 14, 2003 at 9:00 AM until 4:00 PM at Mahoney State Park - All Commissioners
- e. **LIBA Budget Monitoring Committee** - Tuesday, November 18, 2003 at 7:30 AM at Terrace Grille - Stevens, Workman

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**INVITATIONS TO BOARD MEMBERS**

- a. **Lincoln Chamber of Commerce Reception for David Brown, Greater Omaha Chamber of Commerce-**  
Thursday, November 13, 2003 at 4:30PM until 6:00 PM at the Lincoln Chamber of Commerce, 1135 M Street, Third Floor
- b. **Soup Supper Fund Raiser for the Peer Support Initiative** - Friday, November 14, 2003 from 4:00 PM to 7:30 PM at the Adams Street Center, 3830 Adams
- c. **Lincoln Chamber of Commerce Reception for Rick Saffee, Pfizer and Jamie McDonald, Square D** -  
Monday, November 17, 2003 at 4:00 PM until 5:30 PM at Lincoln Chamber of Commerce, 1135 M Street, Third Floor

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**CORRESPONDENCE TO THE COUNTY BOARD**

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**CORRESPONDENCE FROM THE COUNTY BOARD**

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**PUBLIC RELATIONS**

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**AGENDA ITEMS FOR COUNTY BOARD MEETING OF TUESDAY, NOVEMBER 18, 2003**

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**EMERGENCY ITEMS AND OTHER BUSINESS**